

Kale, Sydney

From: Kale, Sydney
Sent: January 19, 2021 12:21 PM
To: Minovski, Lence
Cc: Gilmore, Jeffrey
Subject: RE: HRAR for FB05 Position Creations

Hi Lence – As requested, here is the confirmation that the positions are to be staffed

Gilmore – the articulations you left in Joe's office were for it. Also FYI, the appointments of

– do you have as well? Lence needs Lence has the paperwork all done for those.

Sydney Kale

A/District Director, Operations Branch
Canada Border Services Agency / Government of Canada
sydney.kale@cbsa-asfc.gc.ca / Tel: 519-257-6491 / TTY: 866-335-3237

Directrice/I, Direction générale des opérations
Agence des services frontaliers du Canada / Gouvernement du Canada
sydney.kale@cbsa-asfc.gc.ca / Tél. : 519-257-6491 / ATS : 866-335-3237

From: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>
Sent: January 15, 2021 1:25 PM
To: Kale, Sydney <Sydney.Kale@cbsa-asfc.gc.ca>; Gilmore, Jeffrey <Jeffrey.Gilmore@cbsa-asfc.gc.ca>
Subject: Fwd: HRAR for FB05 Position Creations

I have been authorized to create 3 more Supt positions

Please speak with about pending proposals for appts

Sent from my iPhone

Begin forwarded message:

From: "Leveille, Kristen" <Kristen.Leveille@cbsa-asfc.gc.ca>
Date: January 15, 2021 at 1:13:59 PM EST
To: "McMahon, Joe" <Joe.McMahon@cbsa-asfc.gc.ca>
Cc: "Minovski, Lence" <Lence.Minovski@cbsa-asfc.gc.ca>, "Nabico, Tania" <Tania.Nabico@cbsa-asfc.gc.ca>
Subject: RE: HRAR for FB05 Position Creations

The following position numbers have been created:

30377788

30377789

30377790

English – Non Excluded

Belongs to 3981-210-00, Org Unit 10026151

Reports to 30183878

From: Minovski, Lence <Lence.Minovski@cbsa-asfc.gc.ca>

Sent: January 13, 2021 12:34 PM

To: CBSA-ASFC_SOR Recruitment <M3981064AAG@cbsa-asfc.gc.ca>

Cc: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>; Nabico, Tania <Tania.Nabico@cbsa-asfc.gc.ca>

Subject: HRAR for FB05 Position Creations

Hello:

Attached is the HRAR to create 3 FB05 Superintendent positions for the Ambassador Bridge District.

Lence Minovski

A/Administrative Officer

Ambassador Bridge Operations – Opérations au pont Ambassadeur

Southern Ontario Region / Région Sud de l'Ontario

Canada Border Services Agency – Agence des services frontalières du Canada

780 Huron Church Road, Windsor, ON, N9C 2K2

Lence.Minovski@cbsa-asfc.gc.ca

Telephone – Téléphone 519-257-6411

Fax – Télécopieur -519-257-7844

Telephone – Télérépertoire 1-866—355—3237

Government of Canada / Government du Canada

Kale, Sydney

From: Kale, Sydney
Sent: January 26, 2021 02:10 PM
To: McMahon, Joe; Gilmore, Jeffrey
Subject: RE: HRAR for FB05 Position Creations

All taken care of. We pulled it out of your office and sent everything off

From: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>
Sent: January 26, 2021 2:09 PM
To: Gilmore, Jeffrey <Jeffrey.Gilmore@cbsa-asfc.gc.ca>; Kale, Sydney <Sydney.Kale@cbsa-asfc.gc.ca>
Subject: RE: HRAR for FB05 Position Creations

?

From: Gilmore, Jeffrey <Jeffrey.Gilmore@cbsa-asfc.gc.ca>
Sent: January 15, 2021 2:45 PM
To: Kale, Sydney <Sydney.Kale@cbsa-asfc.gc.ca>; McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>
Subject: RE: HRAR for FB05 Position Creations

The rational will be on your desk in an envelope

From: Kale, Sydney <Sydney.Kale@cbsa-asfc.gc.ca>
Sent: January 15, 2021 2:40 PM
To: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>; Gilmore, Jeffrey <Jeffrey.Gilmore@cbsa-asfc.gc.ca>
Subject: RE: HRAR for FB05 Position Creations

Sydney

From: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>
Sent: January 15, 2021 2:39 PM
To: Gilmore, Jeffrey <Jeffrey.Gilmore@cbsa-asfc.gc.ca>
Cc: Kale, Sydney <Sydney.Kale@cbsa-asfc.gc.ca>
Subject: Re: HRAR for FB05 Position Creations

Thanks .. will need a rational for appt for

Sent from my iPhone

On Jan 15, 2021, at 2:31 PM, Gilmore, Jeffrey <Jeffrey.Gilmore@cbsa-asfc.gc.ca> wrote:

From: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>
Sent: January 15, 2021 1:25 PM
To: Kale, Sydney <Sydney.Kale@cbsa-asfc.gc.ca>; Gilmore, Jeffrey <Jeffrey.Gilmore@cbsa-asfc.gc.ca>
Subject: Fwd: HRAR for FB05 Position Creations

I have been authorized to create 3 more Supt positions

Please speak with _____ about pending proposals for appts

Sent from my iPhone

Begin forwarded message:

From: "Leveille, Kristen" <Kristen.Leveille@cbsa-asfc.gc.ca>
Date: January 15, 2021 at 1:13:59 PM EST
To: "McMahon, Joe" <Joe.McMahon@cbsa-asfc.gc.ca>
Cc: "Minovski, Lence" <Lence.Minovski@cbsa-asfc.gc.ca>, "Nabico, Tania" <Tania.Nabico@cbsa-asfc.gc.ca>
Subject: RE: HRAR for FB05 Position Creations

The following position numbers have been created:

30377788
30377789
30377790

English – Non Excluded
Belongs to 3981-210-00, Org Unit 10026151
Reports to 30183878

From: Minovski, Lence <Lence.Minovski@cbsa-asfc.gc.ca>
Sent: January 13, 2021 12:34 PM
To: CBSA-ASFC_SOR Recruitment <M3981064AAG@cbsa-asfc.gc.ca>
Cc: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>; Nabico, Tania <Tania.Nabico@cbsa-asfc.gc.ca>
Subject: HRAR for FB05 Position Creations

Hello:

Attached is the HRAR to create 3 FB05 Superintendent positions for the Ambassador Bridge District.

Lence Minovski
A/Administrative Officer
Ambassador Bridge Operations – Opérations au pont Ambassadeur
Southern Ontario Region / Région Sud de l'Ontario
Canada Border Services Agency – Agence des services frontalières du Canada
780 Huron Church Road, Windsor, ON, N9C 2K2
Lence.Minovski@cbsa-asfc.gc.ca
Telephone – Téléphone 519-257-6411
Fax – Télécopieur -519-257-7844
Telephone – Télérimeur 1-866—355—3237
Government of Canada / Government du Canada

McMahon, Joe

From: Nabico, Tania
Sent: January 12, 2021 03:53 PM
To: McMahon, Joe
Cc: Leveille, Kristen; Gravelle, Chantal
Subject: RE: New Position Numbers

Good afternoon Joe and thank you for your patience.

I have received confirmation that for the positions you are requesting, we are able to assist you regionally in having the 3 positions created. It appears based on the information you did provide, Kristen pulled data for your org units and the report shows you have 14 'allowable' positions at this group and level/title before we need to go to classification. Currently. There are 8 positions used so Kristen can create up to 6 in org unit 10026151 without classification.

If you are interested in proceeding, if you can have the HRAR's created and sent to the recruitment mailbox addressed to the attention of Kristen, she can pick up this action and have the positions created and let you know once they are ready.

I am also ccing your HR Advisor in case you need any assistance in staffing said positions.

Thanks,

Tania Nabico

From: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>
Sent: January 8, 2021 6:28 PM
To: Nabico, Tania <Tania.Nabico@cbsa-asfc.gc.ca>
Subject: Re: New Position Numbers

Excellent thank you

Sent from my iPhone

On Jan 8, 2021, at 3:50 PM, Nabico, Tania <Tania.Nabico@cbsa-asfc.gc.ca> wrote:

Hi Joe:

Our staffing team cant create positions but I am having someone on my team send me what classification does in fact require so I ensure I have that information to send you.

Thanks,

Tania Nabico

From: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>
Sent: January 8, 2021 11:45 AM

To: Nabico, Tania <Tania.Nabico@cbsa-asfc.gc.ca>

Subject: New Position Numbers

Apologies in advance Tania as you may have to re-direct this message.

I have been given the authorization from the RDG to proceed with adding three English essential Superintendent position numbers to my Org Chart. How would I go about getting this done? Do we start with a HRAR and go from there?

Thanks

Joe McMahon

Director – Ambassador Bridge | Operations Branch

Canada Border Services Agency | Government of Canada

joe.mcmahon@cbsa-asfc.gc.ca | Tel.: 519-257-6491 | TTY: 866-335-3237

Directeur – pont Ambassador | Direction générale des opérations

Agence des services frontaliers du Canada | Gouvernement du Canada

joe.mcmahon@cbsa-asfc.gc.ca | Tél.: 519-257-6491 | ATS: 866-335-3237

McMahon, Joe

From: Minovski, Lence
Sent: January 13, 2021 12:34 PM
To: CBSA-ASFC_SOR Recruitment
Cc: McMahon, Joe; Nabico, Tania
Subject: HRAR for FB05 Position Creations
Attachments: HRAR FB05 Position Creations .pdf

Hello:

Attached is the HRAR to create 3 FB05 Superintendent positions for the Ambassador Bridge District.

Lence Minovski
A/Administrative Officer
Ambassador Bridge Operations – Opérations au pont Ambassadeur
Southern Ontario Region / Région Sud de l'Ontario
Canada Border Services Agency – Agence des services frontalières du Canada
780 Huron Church Road, Windsor, ON, N9C 2K2
Lence.Minovski@cbsa-asfc.gc.ca
Telephone – Téléphone 519-257-6411
Fax – Télécopieur -519-257-7844
Telephone – Télérprimeur 1-866—355—3237
Government of Canada / Government du Canada



HR ACTION REQUEST FORM

For additional information please refer to <https://cbsawikiasfc/>

Date Completed

2021-01-13

Date Received in HR

1. Position Information

Branch / Region

Southern Ontario

Directorate / Division

Ambassador Bridge

Work Location

AMB Travellers Operation

Organizational Unit

10026151

Cost Center

3981-210-00

Existing Position No. (if applicable)

Classified

Group

FB

Sub-Group

Level

5

Job Number

20006250

Job Title

Customs Superintendent

Supervisor Position Number

Current Language Requirement

☐ Bilingual Reading ☐ Writing ☐ Oral ☐

☒ English Essential

☐ French Essential

☐ English or French

Communication Requirements

Service to the Public

Personal Services

Central Services

Supervisory Function

Grievance Process

Current Security Requirement

Reliability Status

Current Tenure of Position

Permanent

Current Arming Designation as identified in CAS (if applicable)

2. Classification Action (Complete if requesting a classification action)

Required Documentation

Current Organizational Chart

Current Work Description

Nature of Request (check appropriate box)

☐ Organizational Design

☐ Classification Review

☐ Work Description (job)

☒ Position Create a new position

Effective date of change / new position 2021-01-18

New Organizational Unit

10026151

New Cost Center

3981-210-00

Position Number of New Supervisor

30183878

Proposed New Security Requirement

Secret

Proposed New Arming Designation (if applicable)

Proposed New Language Requirements

(only if changing linguistic profile or if creating a new position)

☐ Bilingual Reading ☐ Writing ☐ Oral ☐

☒ English Essential

☐ French Essential

☐ English or French

Communication Requirements

Service to the Public

Personal Services

Central Services

Supervisory Function

Grievance Process

Geographic Location (city and province)

Windsor, Ontario

Additional Information

Request for the creation of (3) Customs Superintendent positions at Ambassador Bridge Travellers Operation.

Authorization for Classification Action

Joe McMahon

Signature of Manager requesting classification action
(must have minimum MLA Financial Authority)

2021-01-13

Date

Signature of Classification Advisor

Date

3. Staffing Request

Prior to initiating this staffing action, you must confirm with the appropriate delegated authority that funds will be available for this staffing action.

Nature of Request (check appropriate box)

☐ Launching an advertised process. Check all that apply.

(if selected, skip to section entitled "Authorization for Staffing Action")

☐ Deployment

☐ Acting

☐ Assignment

☐ Secondment

☐ Indeterminate

☐ Term

☐ Staffing through a non-advertised process according to the non-advertised policy on the HR wiki page

☐ Staffing from an existing process

Staffing selection process number (N/A if student bridging)

☐ Extension (Specify Staffing Process Number)

4. Employment Information

Type of Staffing Action (select applicable action(s))

☐ Temporary

☐ Permanent

☐ Other

Effective-Date of Employment

End-Date of Employment

If an extension, specify original effective-date

Union Representation

Relocation

In an acting appointment, if an exemption applies to meeting the language profile of a position, specify the type of acting and please attach form BSF713.

☐ Acting appointment < 4 months to an encumbered bilingual position

☐ Acting appointment < 4 months to a vacant bilingual position when the position cannot be filled by an appointment of a person who meets the language profile

☐ Acting appointment ≥ 4 months ≤ 12 months to an encumbered bilingual position which cannot be filled by an appointment of a person who meets the language profile

☐ Acting appointment ≥ 4 months ≤ 18 months to an encumbered bilingual position where the substantive holder is on language training and when the position cannot be filled by an appointment of a person who meets the language profile

If you are using a non-imperative appointment or a non-imperative deployment, have you consulted with the Corporate Official Languages Program?

If you are using a non-imperative appointment, please attach form BSF710.

Conditions of Employment

Does the candidate meet all the conditions of employment?

Describe how this staffing action is linked to your HR Plan and Strategy.

If membership in an Employment Equity (EE) group(s) formed part of the decision to hire the person, identify the applicable EE group(s)

☐ Visible Minority

☐ Aboriginal Person

☐ Person with a Disability

☐ Woman

Type of Schedule		
Days of Work		
Hours of Work (select appropriate option) <input checked="" type="checkbox"/> Shift Work <input type="checkbox"/> Number of hours per week: _____		
If seasonal, indicate the annual start-date and end-date or indicate the length of the season <div style="display: flex; justify-content: space-between;"> _____ Start-Date (mm/dd) _____ End-Date (mm/dd) _____ Length of the Season (e.g. 3 months) </div>		
If this is an Assignment, a Secondment or through Interchange Canada, indicate contact information of the sub-delegated manager in the candidate's HOME organization in order to accelerate the process.		
Name		Phone Number
E-mail Address		
Mailing Address		
5. Candidate Information		
Name		Phone Number
Language of Correspondance		
What is the candidate's current status with the federal government? (Select all that apply)		
<input type="checkbox"/> CBSA employee <input type="checkbox"/> Other Government Department, specify _____ <input type="checkbox"/> Indeterminate <input type="checkbox"/> Term <input type="checkbox"/> Part-Time Worker <input type="checkbox"/> Casual <input type="checkbox"/> Student <input type="checkbox"/> N/A (from the Private Sector)		
E-mail Address		
Mailing Address		Phone Number (primary)
		Phone Number (secondary)
If an existing Public Servant, complete the following		
PRI	Current Home Department	Current Position Number if a CBSA employee
		Current Substantive Group Sub-Group Level
Name and contact Information of Compensation Advisor at HOME Department/Agency		
Authorization for Staffing Action		
Name of Hiring Manager		Date
Title of Hiring Manager		Date
Name of Manager with Sub-Delegated Staffing Authority		Date
Title of Manager with Sub-Delegated Staffing Authority		Date
<input checked="" type="checkbox"/> I confirm that this staffing action, in combination with all other staffing actions currently in process, and current staffing levels, is within the salary budget and FTE cap under my authority.		
6. Comments		
<p>Lence Minovski 519-257-6411</p>		

McMahon, Joe

From: Leveille, Kristen
Sent: January 15, 2021 01:14 PM
To: McMahon, Joe
Cc: Minovski, Lence; Nabico, Tania
Subject: RE: HRAR for FB05 Position Creations

The following position numbers have been created:

30377788
30377789
30377790

English – Non Excluded
Belongs to 3981-210-00, Org Unit 10026151
Reports to 30183878

From: Minovski, Lence <Lence.Minovski@cbsa-asfc.gc.ca>
Sent: January 13, 2021 12:34 PM
To: CBSA-ASFC_SOR Recruitment <M3981064AAG@cbsa-asfc.gc.ca>
Cc: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>; Nabico, Tania <Tania.Nabico@cbsa-asfc.gc.ca>
Subject: HRAR for FB05 Position Creations

Hello:

Attached is the HRAR to create 3 FB05 Superintendent positions for the Ambassador Bridge District.

Lence Minovski
A/Administrative Officer
Ambassador Bridge Operations – Opérations au pont Ambassadeur
Southern Ontario Region / Région Sud de l'Ontario
Canada Border Services Agency – Agence des services frontaux du Canada
780 Huron Church Road, Windsor, ON, N9C 2K2
Lence.Minovski@cbsa-asfc.gc.ca
Telephone – Téléphone 519-257-6411
Fax – Télécopieur -519-257-7844
Telephone – Télécopieur 1-866—355—3237
Government of Canada / Government du Canada

Gilmore, Jeffrey

From: McMahon, Joe
Sent: February 24, 2021 01:51 PM
To: Gilmore, Jeffrey; Minovski, Lence
Subject: FW: New Superintendents
Attachments: Blank Position Admin Template.xls

Jeff .. pls action

From: Leveille, Kristen <Kristen.Leveille@cbsa-asfc.gc.ca>
Sent: February 24, 2021 1:36 PM
To: Minovski, Lence <Lence.Minovski@cbsa-asfc.gc.ca>
Cc: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>; Prosia, Jessica <Jessica.Prosia@cbsa-asfc.gc.ca>; Nabico, Tania <Tania.Nabico@cbsa-asfc.gc.ca>
Subject: New Superintendents

Hi there,

With the newly created positions for **10377788**, **30377789**, and **10377790** we need to ensure that prior to proposing the positions that we move the appropriate subordinates under them in the **classified** org structure (not just administratively in HRMT).

Please complete the attached spreadsheet, letting us know which BSO's will be reporting to each Superintendent.

We are in the process of finding out the best way to do a bulk movement (change of reporting relationship) of employees through Classifications, and may follow up for additional requirements and/or approvals.

Thank you,

Kristen Leveille

Senior Human Resources Assistant
National Staffing Operations, Southern Ontario Region
Canada Border Services Agency | Government of Canada
Kristen.Leveille@cbsa-asfc.gc.ca / Cell:

Assistant Ressources Humaines
Opérations de dotation nationale, Région du Sud de l'Ontario
Agence des services frontaliers du Canada | Gouvernement du Canada
Kristen.Leveille@cbsa-asfc.gc.ca / cél. :

[illegible]

Gilmore, Jeffrey

From: Minovski, Lence
Sent: February 24, 2021 04:11 PM
To: Gilmore, Jeffrey
Cc: McMahon, Joe
Subject: RE: New Superintendents
Attachments: Blank Position Admin Template (004).xls

Jeff:

I completed the spreadsheet as best that I could. I am not sure what Supervisor G/L is and I was not sure which date these should be effective.

thanks

Lence Minovski
A/Administrative Officer
Ambassador Bridge Operations – Opérations au pont Ambassadeur
Southern Ontario Region / Région Sud de l'Ontario
Canada Border Services Agency – Agence des services frontalières du Canada
780 Huron Church Road, Windsor, ON, N9C 2K2
Lence.Minovski@cbsa-asfc.gc.ca
Telephone – Téléphone 519-257-6411
Fax – Télécopieur -519-257-7844
Telephone – Télérimeur 1-866—355—3237
Government of Canada / Government du Canada

From: Gilmore, Jeffrey <Jeffrey.Gilmore@cbsa-asfc.gc.ca>
Sent: February 24, 2021 2:04 PM
To: Minovski, Lence <Lence.Minovski@cbsa-asfc.gc.ca>
Subject: RE: New Superintendents

30377788

.. . . .

30377789

30377790

Jeffrey Gilmore

Chief of Operations, Operations Branch
Canada Border Services Agency / Government of Canada
Jeffrey.Gilmore@cbsa-asfc.gc.ca / Tel: 519-257-6532 / TTY: 866-335-3237

Chef des Opérations, Direction générale des opérations
Agence des services frontaliers du Canada / Gouvernement du Canada
Jeffrey.Gilmore@cbsa-asfc.gc.ca / Tél : 519-257-6532 / ATS : 866-335-3237

From: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>
Sent: February 24, 2021 1:51 PM
To: Gilmore, Jeffrey <Jeffrey.Gilmore@cbsa-asfc.gc.ca>; Minovski, Lence <Lence.Minovski@cbsa-asfc.gc.ca>
Subject: FW: New Superintendents

Jeff .. pls action

From: Leveille, Kristen <Kristen.Leveille@cbsa-asfc.gc.ca>
Sent: February 24, 2021 1:36 PM
To: Minovski, Lence <Lence.Minovski@cbsa-asfc.gc.ca>
Cc: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>; Prosia, Jessica <Jessica.Prosia@cbsa-asfc.gc.ca>; Nabico, Tania <Tania.Nabico@cbsa-asfc.gc.ca>
Subject: New Superintendents

Hi there,

With the newly created positions for **30377788**, **30377789**, and **30377790** we need to ensure that prior to proposing the positions for exclusion that we move the appropriate subordinates under them in the **classified** org structure (not just administratively in HRMT).

Please complete the attached spreadsheet, letting us know which BSO's will be reporting to each Superintendent.

We are in the process of finding out the best way to do a bulk movement (change of reporting relationship) of employees through Classifications, and may follow up for additional requirements and/or approvals.

Thank you,

Kristen Leveille

Senior Human Resources Assistant
National Staffing Operations, Southern Ontario Region
Canada Border Services Agency | Government of Canada
Kristen.Leveille@cbsa-asfc.gc.ca / Cell: :

Assistant Ressources Humaines
Opérations de dotation national, Région du Sud de l'Ontario
Agence des services frontaliers du Canada | Gouvernement du Canada
Kristen.Levaille@cbsa-asfc.gc.ca / tél. :

Branch Name: Operations

Division Name: Ambassador Bridge

Org Unit: 10026151

Director's Name: Joe McMahon

Director's Approval (Signature): _____ **Date:** _____

Position No.	Group & Level	Old Org Unit #	New Org Unit #	Old Supervisor Position #	New Supervisor Position #	Supervisor G&L	Effective Date
30309955	FB03	10026151	10026151	30065242	30377788		
30065242	FB03	10026151	10026151	30139084	30377788		
30064694	FB03	10026151	10026151	30064694	30377788		
30064833	FB03	10026152	10026151	30081328	30377788		
30064938	FB03	10027178	10026151	30064925	30377788		
30304969	FB03	10027178	10026151	30064925	30377789		
30064832	FB03	10026151	10026151	30139082	30377789		
30326858	FB03	10026151	10026151	30065242	30377789		
30065009	FB03	10026153	10026151	30167903	30377789		
30286176	FB03	10026153	10026151	30064692	30377789		
30064829	FB03	10026151	10026151	30139084	30377790		
30293370	FB03	10026151	10026151	30139082	30377790		

Gilmore, Jeffrey

From: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>
Sent: March 4, 2021 04:03 PM
To: 'SOR-dist_Ambassador_Bridge_chief@cbsa.gc.ca'
Subject: FW: Exclusion Approved: 30213816

Fyi

From: Prosia, Jessica <Jessica.Prosia@cbsa-asfc.gc.ca>
Sent: March 4, 2021 4:01 PM
To: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>
Subject: RE: Exclusion Approved: 30213816

Hi Joe,

The other two that were proposed at the same time have also been excluded – position numbers 30213817 and 30149843, which I believe are and I will send them their letter tomorrow, as they have to be re-done with their information, since the positions were proposed with the old incumbents.

30377788, 30377789, and I 30377790 have to be proposed still. I am waiting on classification to move employees under them, as the positions cannot be proposed without a minimum of 5 reports.

Once that is done, I will get all the paperwork to Lence for all required signatures, and then they can be proposed.

Please let me know if this is correct or if there are additional positions that I am missing.

Thank you,

Jessica

From: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>
Sent: March 4, 2021 3:53 PM
To: Prosia, Jessica <Jessica.Prosia@cbsa-asfc.gc.ca>
Subject: RE: Exclusion Approved: 30213816

Excellent .. thank you

So now we have 5 to go?

From: Prosia, Jessica <Jessica.Prosia@cbsa-asfc.gc.ca>
Sent: March 4, 2021 3:09 PM
To: Boakye-Cofie, Paul <Paul.Boakye-Cofie@cbsa-asfc.gc.ca>
Cc: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>; CBSA SOR COMPENSATION / ASFC SOR RÉMUNÉRATION (CBSA/ASFC) <M3981060ACG@cbsa-asfc.gc.ca>
Subject: Exclusion Approved: 30213816

Hi Paul,

This is to inform you that the FPSLREB approved the proposal concerning position 30213816 FB-05 on 2021-03-01. The union dues should be discontinued effective 2021-03-01.

Attached you will find the letter to inform you regarding the approved exclusion.

If you have questions regarding PSMIP membership and/or union dues, kindly contact the Compensation mailbox (cc'd).

Related Links:

Federal Public Sector Labour Relations Act (FPSLRA) for employees occupying a managerial or confidential position, under Division 5:

<http://laws-lois.justice.gc.ca/eng/acts/P-33.3/page-4.html#h-13>

<http://laws-lois.justice.gc.ca/eng/acts/P-33.3/page-5.html#h-19>

Directive on Terms and Conditions of Employment for Certain Excluded/Unrepresented Employees:

<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=15773>

Public Service Management Insurance Plan (PSMIP). Booklet outlining the benefits:

<https://www.tbs-sct.gc.ca/psm-fpfm/benefits-avantages/insurance-assurance/booklet-livret-eng.asp>

Have a great day,

Jessica Prosia

Labour Relations Advisor

Labour Relations Operations Division – Central South Division

Canada Border Services Agency / Government of Canada

Jessica.Prosia@cbsa-asfc.gc.ca / Tel: 289-547-6131 *New

Conseillère en Relations de travail

Division des Opérations de Relations de travail – Division Centre-Sud

Agence des Services Frontaliers du Canada / Gouvernement du Canada

Jessica.Prosia@cbsa-asfc.gc.ca / Tél: 289-547-6131 *Nouveau

Gilmore, Jeffrey

From: Gilmore, Jeffrey
Sent: January 15, 2021 02:31 PM
To: McMahon, Joe; Kale, Sydney
Subject: RE: HRAR for FB05 Position Creations

have been spoken to and both are still interested and advised for the time being to keep this information to themselves.

Syd is following up with

From: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>
Sent: January 15, 2021 1:25 PM
To: Kale, Sydney <Sydney.Kale@cbsa-asfc.gc.ca>; Gilmore, Jeffrey <Jeffrey.Gilmore@cbsa-asfc.gc.ca>
Subject: Fwd: HRAR for FB05 Position Creations

I have been authorized to create 3 more Supt positions

Please speak with about pending proposals for appts

Sent from my iPhone

Begin forwarded message:

From: "Leveille, Kristen" <Kristen.Leveille@cbsa-asfc.gc.ca>
Date: January 15, 2021 at 1:13:59 PM EST
To: "McMahon, Joe" <Joe.McMahon@cbsa-asfc.gc.ca>
Cc: "Minovski, Lence" <Lence.Minovski@cbsa-asfc.gc.ca>, "Nabico, Tania" <Tania.Nabico@cbsa-asfc.gc.ca>
Subject: RE: HRAR for FB05 Position Creations

The following position numbers have been created:

30377788
30377789
30377790

English – Non Excluded
Belongs to 3981-210-00, Org Unit 10026151
Reports to 30183878

From: Minovski, Lence <Lence.Minovski@cbsa-asfc.gc.ca>
Sent: January 13, 2021 12:34 PM
To: CBSA-ASFC_SOR Recruitment <M3981064AAG@cbsa-asfc.gc.ca>

Cc: McMahon, Joe <Joe.McMahon@cbsa-asfc.gc.ca>; Nabico, Tania <Tania.Nabico@cbsa-asfc.gc.ca>
Subject: HRAR for FB05 Position Creations

Hello:

Attached is the HRAR to create 3 FB05 Superintendent positions for the Ambassador Bridge District.

Lence Minovski
A/Administrative Officer
Ambassador Bridge Operations – Opérations au pont Ambassadeur
Southern Ontario Region / Région Sud de l'Ontario
Canada Border Services Agency – Agence des services frontalières du Canada
780 Huron Church Road, Windsor, ON, N9C 2K2
Lence.Minovski@cbsa-asfc.gc.ca
Telephone – Téléphone 519-257-6411
Fax – Télécopieur -519-257-7844
Telephone – Télérépondeur 1-866—355—3237
Government of Canada / Gouvernement du Canada